

Job Opening: Artistic Director Full time year-round exempt status

Deadline to Apply: Friday, December 21, 2018

POSITION DESCRIPTION:

Pilchuck Glass School is seeking a creative leader to shape and implement the next phase of the institution's programming. The Artistic Director will plan and oversee the educational and artistic programming of Pilchuck while building the necessary partnerships to ensure that program goals are met. They will set and lead the organization's programmatic vision; represent the organization to its past, present, and prospective constituents; and manage interactions with an array of creative professionals on and off campus.

Reporting Relationships

The Artistic Director will build and maintain a strong partnership with and report to the Executive Director. They will work collaboratively with senior staff, board members, and program partners to successfully implement the school's strategic goals.

Primary Responsibilities

Plan programs including the summer educational programs, annual cycle of residencies, and educational partnerships. Develop new programs that will generate new earned and contributed revenue. The Artistic Director will oversee the school's archives, collections, exhibition spaces, and educational resources to benefit the mission and deepen partnerships within the local, national, and international glass community.

Work collaboratively with senior staff including the Deputy Director (program operations and budgets); Development Director (gift cultivation and solicitation, participation in fundraising events, provide narrative for grants) and Marketing and Communications Manager (build the program visibility to meet enrollment goals). Must also work collaboratively with the education and campus staff to ensure effective program delivery and highest level of customer service.

Liaison to the Board of Trustees including artistic and strategic committees. Chief among these are the Program and Operations Committees, Artistic Advisory Committee, and Strategic Plan Committee.

Travel nationally/internationally to visit artists, participate in conferences, meet leaders of affiliated colleges, schools, guilds, etc., connect with current and prospective faculty and students, and serve as an ambassador and advocate for the school.

The Artistic Director will possess and expand a network to bring high-level artists to the Artist in Residence (AiR) program, continue to attract world-class instructors, build community partnerships, and advance Pilchuck's goals of diversity, equity, and inclusion.



Experience and Skills Required

The Artistic Director will be a visionary leader with strong artistic, educational, people management, strategic, and communication skills. This individual should possess a passion for: the mission of Pilchuck; a deep appreciation for, and understanding of, the artistic process and working with artists with an emphasis on glass art and arts education; and possess a broad understanding of contemporary art, its practices and directions.

The successful candidate will have firm understanding and a documented track record of successful program development. They must work collaboratively with administrative and development staff and focus on forging new and deepening existing relationships with multiple and diverse constituents. They will be a flexible team player with the ability to engage with various audiences and have exceptional written and oral communication skills. They will be an active listener, possess unquestionable integrity and demonstrate a commitment to professional excellence. It is generally assumed that the candidate will have an advanced degree in studio arts, administration, education, or a combination of equivalent experience.

The Artistic Director is a year-round position with a workload that varies throughout the year. Pilchuck's summer programming, which typically runs May – September, forms the core of the mission. However, the organization has begun implementing youth programming in the spring and fall, conducts an annual fundraising auction in the fall, and is exploring year-round programming. The Artistic Director must possess the temperament and enthusiasm to gracefully manage the ebbs and flows of an evolving annual schedule.

Physical Requirements

The Pilchuck Glass School campus is situated in a rustic camp-like setting. Candidates must have the ability to move safely over uneven terrain and unpaved pathways. Must be able to lift 40 pounds.

Compensation: The Artistic Director is an exempt position. Compensation is commensurate with qualifications and experience. This full-time position includes medical, dental, vision, and long term disability insurance, a 401K retirement plan, and sick and vacation benefits.

APPLICATION REQUIREMENTS:

Applications are due by December 21, 2018 and should include the following:

- A one-page cover letter outlining your interests in, and qualifications for the position
- Resume or CV
- Set of images (10-20) of past and current artistic work AND/OR similar documentation of relevant arts educational projects (at least 3 examples with narrative) [10 MB max, please reduce image sizes to accommodate]
- Artist or educational philosophy statement (one-page)
- List of five references, with a brief explanation about your professional connection and contact information for each

Please submit all suggestions, nominations, and applications in confidence to jobs@pilchuck.com, subject: "**Artistic Director Position, Your Name**". Please make sure to label all files with your name. No phone calls please.

Upon receipt of your emailed packet, you will receive a reply that your materials have been received and a general schedule for the search process.

Pilchuck Glass School is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees and participants. Pilchuck encourages all interested persons to apply regardless of age, race, ethnicity, religion, sexual orientation, gender identity or expression, national origin, veteran, or disability status.

